Report to	Cabinet
	13 November 2013
Report of	Chief finance officer
Subject	Capital programme monitoring 2013-14 : Q2

# 10

Item

#### Purpose

To report the current financial position and seek approval for capital budget virements.

#### Recommendation

- (1) To note the current and forecast financial position on the housing and non-housing capital programmes and the risk management arrangements;
- (2) To approve the proposed capital virements set out in paragraphs 10 and 21.
- (3) To recommend to council the inclusion of £121,000 in respect of works at Millar Hall in the capital plan and capital programme 2013/14.

#### **Corporate and service priorities**

The report helps to meet the corporate priorities "Value for money services" and "Decent housing for all".

#### **Financial implications**

The financial implications are set out in the body of the report

Ward/s: All wards

Cabinet member: Councillor Waters – Deputy leader and resources

#### **Contact officers**

Caroline Ryba, Chief Finance Officer	01223 699292
Mark Smith, Finance Control Manager	01603 212561

#### **Background documents**

None

## Report

- 1. Council approved the Housing and Non-Housing Capital Programmes for 2013/14 on 19 February 2013.
- 2. Cabinet approved carry-forward of 2012/13 underspends on 11 September 2013.
- 3. Council approved the addition of the Push the Pedalways programme on 24 September 2013.

## **Non-Housing Capital Programme**

4. The financial position of the Non-Housing Capital Programme is set out in detail in Appendix 1 and summarised with commentary in the following paragraphs.

#### Forecast Outturn

5. The following table shows expenditure to date and the forecast outturn for expenditure against the approved capital budgets including brought forward amounts.

Programme Group	Approved Budget £000s	Current Budget £000s	Actual To Date £000s	Forecast Outturn £000s	Forecast Variance £000s
Asset Improvement	250	736	240	711	(25)
Asset Investment	2,044	2,219	(435)	1,475	(744)
Asset Maintenance	1,300	1,336	5	586	(750)
Cycle City Ambition	0	1,664	31	1,664	0
Initiatives Funding	425	1,400	5	1,400	0
Regeneration	2,747	2,690	57	260	(2,430)
Section 106	301	967	140	976	9
Total Non-Housing	7,067	11,012	43	7,072	(3,740)

- 6. The Asset Investment forecast underspend recognises that subject to the finalisation of a long-term contract, the council will not need to invest directly in the Riverside Leisure Centre, and that £0.5m of the "Investment for Income" budget will fund design & obtaining planning permission for the new proposed Rose Lane car park.
- 7. The Asset Maintenance forecast underspend reflects the contingent nature of the resources earmarked for St Andrews car park, and proposals for investment in property liabilities are not yet at a stage where expenditure can be predicted.
- 8. The Regeneration forecast underspend reflects the uncertainties over the timing of delivery on the strategic priority schemes (Threescore and South City Centre).

#### **Addition to Capital Programme**

9. £121k of external funding has been secured for refurbishment of Millar Hall, in addition to the £40k allocated within the Major Works maintenance budget. Cabinet is asked to recommend to council that this sum is included within the capital plan and programme 2014/15 in order to authorise the capital expenditure.

#### **Virement Requests**

10. The following table shows virement (budget transfer) requests which are submitted to secure approval for proposed changes in the uses of resources.

Programme Group	Approved Budget £000s	Current Budget £000s	Forecast Outturn £000s	Forecast Variance £000s	Proposed Virement £000s
S106 Pilling Park Improvement	103	103	111	8	8
S106 Kerrison Rd Play Project	8	8	0	(8)	(8)
Asset Maintenance Major Works	500	536	536	0	(40)
Millar Hall Refurbishment	0	0	0	0	40
Total Virement Requests	611	647	647	0	0

- 11. It is proposed to add to the Pilling Park scheme to gain cost efficiencies from the use of contractors currently on site. The scope of works at Kerrison Road is still under consideration, and is now unlikely to require budget in the current financial year.
- 12. It is proposed to transfer the allocated amount from the general Major Works budget to the specific Millar Hall refurbishment budget.

#### **Capital Resources**

13. The following table shows the approved sources and application of non-housing capital resources, and receipts and other movements for the year to date

Non-housing capital resources	Approved £000s	Brought Forward £000s	Year to date £000s	Balance to date £000s	Forecast £000s
S106 Balances b/f	(498)	(1,697)	0	(1,697)	(1,697)
S106 resources arising	(160)	0	(20)	(20)	(160)
S106 resources utilised	301	0	140	140	976
Subtotal S106 resources	(357)	(1,697)	120	(1,577)	(881)
Other non-housing balances b/f	(6,459)	(6,907)	0	(6,907)	(6,907)
Other non-housing resources arising	(1,725)	0	(698)	(698)	(3,292)
Other non-housing resources utilised	6,866	0	(97)	(97)	6,096
Subtotal other non-housing resources	(1,318)	(6,907)	(795)	(7,702)	(4,103)
Total non-housing capital resources	(1,675)	(8,603)	(675)	(9,278)	(4,984)

- 14. The excess of balances brought forward reflect resources for the carry-forward approvals requested.
- 15. Expected resources arising include government and other grants toward the Push the Pedalways programme.

## **Housing Capital Programme**

16. The financial position of the Housing Capital Programme is set out in detail in Appendix 2 and summarised with commentary in the following paragraphs

#### **Forecast Outturn**

17. The following table shows expenditure to date and the forecast outturn for expenditure against the approved capital budgets including brought forward requests and virements set out above.

Programme Group	Approved Budget £000s	Current Budget £000s	Actual To Date £000s	Forecast Outturn £000s	Forecast Variance £000s
Housing Investment	3,391	3,059	348	1,675	(1,384)
Neighbourhood Housing	29,625	34,991	10,138	32,784	(2,207)
Strategic Housing	1,206	1,989	274	1,990	1
Total Housing Programme	34,222	40,038	10,761	36,449	(3,589)

- 18. Expenditure to date is at a low level owing to the effects of provisions for sums outstanding from last year, delays in receipt and allocation of invoices, and the phased start of capital schemes.
- 19. Housing Investment is forecast to underspend significantly as suitable opportunities to apply currently available solar thermal and PV technology have not yet been identified, and to slippage of new council housing schemes at Riley Close and Potters Field.
- 20. Neighbourhood Housing is forecast to underspend significantly due to contractor issues with the door entry system programme, and lengthy consultation processes for structural repairs and communal bin stores.

#### **Virement Requests**

21. The following table shows virement (budget transfer) requests which are submitted to secure approval for proposed changes in the uses of resources.

Programme Group	Approved Budget £000s	Current Budget £000s	Forecast Outturn £000s	Forecast Variance £000s	Proposed Virement £000s
Solar Thermal & Photovoltaic	1,351	989	150	(839)	(600)
Kitchen Upgrades	6,906	6,975	7,475	500	500
Bathroom Upgrades	2,288	2,311	2,411	100	100
Windows - Programme	3,000	3,964	2,964	(1,000)	(720)
Composite Doors	458	463	1,181	718	720
PM - Roofing	900	1,323	1,720	396	400
PM - Structural	6,000	7,276	5,225	(2,051)	(400)
Total Virement Requests	20,903	23,301	21,125	(2,176)	0

22. Kitchen and bathroom upgrades are showing a forecast overspend since the units being completed have a higher unit cost than budgeted. To achieve the target number of unit completions, it is proposed to transfer resource from the under-utilised solar thermal and photovoltaic budget.

- 23. Window and door programmes are both underway, and it is proposed to transfer resource from windows to doors to match the planned unit completions of each.
- 24. Some structural work is undertaken alongside (or as a result of) roofing work, and again it is proposed to transfer resources to reflect the costs now expected to be incurred.

#### **Capital Resources**

25. The following table shows the approved sources and application of housing capital resources, and receipts and other movements for the year to date

Housing capital resources	Approved £000s	Brought Forward £000s	Year to date £000s	Balance to date £000s	Forecast £000s
Housing resources brought forward	(8,275)	(11,565)	0	(11,565)	(11,565)
Housing capital grants	(394)	0	(512)	(512)	(512)
HRA Major Repairs Reserve	(17,574)	0	0	0	(17,574)
HRA Revenue Contribution to Capital	(15,019)	0	0	0	(15,019)
Leaseholders contributions to major works	(250)	0	0	0	(250)
Capital receipts arising from RTB sales	(806)	0	(3,502)	(3,502)	(2,480)
Capital receipts arising from non-RTB sales	(822)	0	(288)	(288)	(822)
Gross housing resources	(43,140)	(11,565)	(4,302)	(15,867)	(48,222)
Forecast resources utilised	34,866	0	10,761	10,761	36,449
Total housing capital resources	(8,274)	(11,565)	6,459	(5,107)	(11,773)

26. The excess of balances brought forward reflect resources for the carry-forward approvals requested.

### **Capital Programme Risk Management**

27. The following table sets out a risk assessment of factors affecting the planned delivery of the 2013/14 capital programmes.

Risk	Likelihood	Impact	Rating	Mitigation
General Fund Capital Receipts not received or delayed	Possible (3)	Major (5)	(15)	Expenditure incurred only as receipts secured
Norwich HCA partnership strategic priority schemes delayed or frustrated	Possible (3)	Major (5)	(15)	Oversight by Norwich HCA partnership Strategic Board
Detailed schemes not brought forward to utilise agreed capital funding	Possible (3)	Moderate (3)	(9)	Active pursuit of investment opportunities; budget provisions unspent could be carried forward if necessary
Cost overruns	Possible (3)	Moderate (3)	(9)	Robust contract management and constraints

Risk	Likelihood	Impact	Rating	Mitigation
Business case for asset improvement programme not sustainable	Unlikely (2)	Moderate (3)	(6)	Advice taken from expert property specialists
Contractor failure or capacity shortfall(s) prevents/delays capital works being carried out	Unlikely (2)	Moderate (3)	(6)	Robust financial checks during procurement process and awareness of early signs of financial difficulties
Housing Capital Receipts not received from RTB sales	Very unlikely (1)	Major (5)	(5)	Relatively low levels of RTB receipts have been forecast; in-year monitoring
Housing Capital Receipts not received from sale of houses beyond economic repair	Possible (3)	Minor (1)	(3)	No plans to use funding until it has been received
Level of Housing contributions from leaseholders does not match forecast	Unlikely (2)	Minor (1)	(2)	Robust charging procedures within contract to ensure amounts due are recovered

### NORWICH Integrated impact assessment City Council The IIA should assess the impact of the recommendation being made by the report Detailed guidance to help with completing the assessment can be found here. Delete this row after completion **Report author to complete Committee:** Cabinet Committee date: 11 September 2013 Head of service: Caroline Ryba, Chief Finance Officer **Report subject:** Capital Programme Monitoring 2013/14 Date assessed: 07 August 2013 **Description:** Integrated impact assessment for capital programme monitoring report

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)		$\square$		Report demonstrates efficient, effective, and economic delivery of capital works
Other departments and services e.g. office facilities, customer contact				
ICT services	$\square$			
Economic development	$\square$			
Financial inclusion				
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	$\square$			
S17 crime and disorder act 1998	$\square$			
Human Rights Act 1998				
Health and well being		$\square$		Millar Hall refurbishment

		Impact		
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	$\square$			
Eliminating discrimination & harassment	$\square$			
Advancing equality of opportunity	$\square$			
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	$\square$			
Natural and built environment	$\square$			
Waste minimisation & resource use	$\square$			
Pollution	$\square$			
Sustainable procurement	$\square$			
Energy and climate change				
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact		
Risk management		$\square$	Report demonstrates awareness of risks to delivery of planned capital works and mitigating actions

Recommendations from impact assessment
Positive
None
Negative
None
Neutral
None
Issues
None

## Budget Monitoring Report

Year: 2013/14 Period: 6 (Sep)

### **Non-Housing Capital Programme**

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance
0 0 250,000	59,255	5279 St Annes Wharf Bridge 5294 Eaton Park Tennis Development 5299 City Hall Refurbishment Phase 1	0 0 0	1,797 11,038 224,503	1,797 11,038 224,503	1,797 0 447,000	1,797 (59,255) 30,187
0	0	5301 Welcome to Norwich signs 5322 Riverside Walk (adj NCFC)	0 0	2,228 0	2,228 0	1,880 260,000	1,880 0
250,000	736,068	Subtotal Asset Improvement	0	239,566	239,566	710,677	(25,391)
(25,000) 50,000	,	5307 Car Park Handheld Units 5310 22 Hurricane way - asbestos	0 0	0 0	0 0	75,000 50,000	0 0
575,000		5310 22 Humane way - aspestos 5311 Townsend House	0	(435,604)	(435,604)	650,000	0
60,000		5312 Yacht Station Repairs 5313 Riverside Leisure Centre Egpt.	0	0	0	0	(60,000)
284,000 100,000	,	5314 Ass Inv - Mile Cross Depot	0 0	0 0	0 0	0 100,000	(284,000) 0
900,000	400,000	5315 Asset investment for income (other	0	0	0	0	(500,000)
100,000 0	,	5316 Bacon House Lease Surrender 5320 Rose Lane MSCP Construction	0 0	0 151	0 151	100,000 500,000	0
2,044,000	,	Subtotal Asset Investment	0	(435,453)	(435,453)	1,475,000	(744,000)
500,000		5006 Capitalisation - Major Repairs etc	0	0	0	536,000	0
550,000		5308 St Andrews MSCP repair	0	4,588	4,588	50,000	(500,000)
250,000 <b>1,300,000</b>		5309 Property liabilities and investment Subtotal Asset Maintenance	0	0 <b>4,588</b>	0 <b>4,588</b>	0 <b>586,000</b>	(250,000)
1, <b>300,000</b> 0		5101 Norfolk and Norwich Hospital hub	<b>0</b> 0	<b>4,566</b> 0	<b>4,366</b> 0	50,400	<b>(750,000)</b> 0
0		5102 North Park Avenue - UEA zebra	0	1,168	1,168	70,000	0 0
0		5103 UEA Hub	0	0	0	19,800	0
0 0		5104 The Avenues 5105 Earlham Road (Gypsy Lane -	0 0	0 0	0 0	180,000 72,000	0 0
0	13,500	5106 Adelaide Street health centre link	0	0	0	13,500	0
0 0		5107 Alexandra Road - Park Lane (via 5108 Park Lane - Vauxhall Street	0 0	0 0	0 0	27,000 90,000	0 0
0		5109 Vauxhall Street - Bethel Street	0	0	0	140,400	0
0	,	5110 Market hub	0	0	0	45,000	0
0 0		5111 Magdalen Street and Cowgate 5112 St Andrew's Plain hub	0 0	0 0	0 0	36,000 27,000	0 0
0	72,000	5113 Tombland & Palace Street	0	0	0	72,000	0
0 0		5114 Gilders Way - Cannell Green 5115 Heathgate - Valley Drive	0 0	0 0	0 0	36,000 108,000	0 0
0		5116 Laundry Lane - St Williams Way	0	0	0	112,500	0
0		5117 Munnings Road - Greenborough	0	0	0	85,500	0
0 0		5119 20 mph areas 5121 Directional signage and clutter	0 0	0 13,184	0 13,184	135,000 157,500	0 0
0	27,000	5122 Automatic cycle counters	0	0	0	27,000	0
0		5123 Cycle City Ambition Project	0	17,099	17,099	159,400	0
0		Subtotal Cycle City Ambition	0	31,451	31,451	1,664,000	0
0 25,000	,	5305 Eco-Investment Fund 5306 Community Capital Fund	0 0	0 5,000	0 5,000	150,000 50,000	0 0
400,000		5317 IT Investment Fund	0	0,000	0,000	1,200,000	ő
425,000	1,400,000	Subtotal Initiatives Funding	0	5,000	5,000	1,400,000	0
0	-	5271 Memorial Garden Scheme	0	2,478	2,478	4,955	4,955
0 190,000		5300 Norwich Connect 2 5318 Vacant Sites Regeneration	0 0	52,628 0	52,628 0	44,890 0	44,890 (190,000)
0	0	5319 Riverside Path Work	0	1,045	1,045	0	(100,000)
2,557,000		5504 NaHCASP Strategic Priorities	0	1,307	1,307	210,000	(2,290,000)
2,747,000		Subtotal Regeneration	0	57,459	57,459	259,845	(2,430,155)
0 0		5302 Riverside/King St Signs 5701 s106 Chapelfield Gardens Play	0 0	6,351 3,808	6,351 3,808	6,351 14,000	6,351 253
17,000	105,156	5703 s106 Jenny Lind/Eagle Walk	0	16,524	16,524	105,000	(156)
59,000		5705 s106 The Runnel Play Provision 5715 s106 Marion Road Play Provision	0 0	0 (1,580)	0 (1.580)	89,000 (1,580)	0 (1.580)
0 0		5715 \$106 Marion Road Play Provision 5717 \$106 Wensum Comm Centre Play	0	(1,580) 0	(1,580) 0	(1,580) 22,000	(1,580) 0
0	0	5719 NCCAAP Play Projects	0	1,870	1,870	3,740	3,740
0 0		5722 S106 Fiddlewood Play Project 5723 Pointers Field Playbuilder Capital	0 0	17,626 35	17,626 35	17,000 71	288 71
v	0		v	00	00		<i>'</i> '

0	102,785	5725 Pilling Park Improvements	0	81,510	81,510	111,000	8,215
0	28,000	5728 S106 Mile Cross Gardens Play	0	0	0	28,000	0
0	0	5729 s106 Eagle Baths Play Project	0	(507)	(507)	(507)	(507)
0	7,000	5730 S106 Midland Street Open Space	0	0	0	7,000	0
0	28,768	5731 s106 Wooded Ridge project	0	303	303	29,000	232
13,000	13,000	5732 s106 Wensum View Play	0	0	0	13,000	0
43,000	43,000	5733 s106 Sarah Williman Close	0	0	0	43,000	0
8,000	8,000	5734 s106 Kerrison Road Play	0	0	0	0	(8,000)
81,000	81,000	5735 s106 Castle Green Play	0	0	0	81,000	0
9,000	9,000	5736 s106 Castle Gardens Play	0	0	0	9,000	0
0	50,000	5801 s106 Hurricane Way Bus Link	0	0	0	50,000	0
0	22,000	5806 Threescore, Bowthorpe -	0	0	0	22,000	0
0		5811 S106 Heartsease Cycle Links					0
0	11,256	5812 S106 Flood Allieviation project	0	9,328	9,328	11,000	(256)
19,000	80,885	5813 S106 Green Infrastructure Imps	0	0	0	80,900	15
29,000	0	5818 S106 Chapelfield & Westlegate					0
0	14,000	5819 S106 Edward St Bus Interchange	0	0	0	14,000	0
0	119,000	5821 S106 Livestock Mkt Cycle/Walkway	0	0	0	119,000	0
7,000	87,000	5823 BRT & Cycle Route Measures	0	0	0	87,000	0
0	0	5824 Tombland & Palce St Cycle Route					0
0	0	5825 Sustainable Transport Car Club	0	104	104	104	104
16,000	16,000	5826 Goals Soccer Centre Ped Refuse	0	4,691	4,691	16,000	0
301,000	967,309	Subtotal Section 106	0	140,064	140,064	976,079	8,770
7,067,000	11,012,377	Total Non-Housing Capital Programme	0	42,673	42,673	7,071,601	(3,940,776)

## Budget Monitoring Report

Year: 2013/14 Period: 6 (Sep)

### Housing Capital Programme

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance
0							
1,351,000 500,000	/ -	7170 Solar Thermal & Photovoltaic 7460 Sheltered Housing Redevelopment	171,246 7,611	4,050 102,439	(167,196) 94,828	149,983 525,000	(838,558) 0
100,000 250,000		7620 Sheltered Housing Access & 7930 Capital Buybacks	714 125,000	0 220,500	(714) 95,500	105,000 250,000	0
390,000	390,000	8800 New Build - Riley Close	125,000	220,500	(195,000)	70,000	(320,000)
800,000	800,000	8801 New Build - Potters Field	400,000	21,086	(378,914)	575,000	(225,000)
3,391,000	3,058,541	Subtotal Housing Investment	899,571	348,075	(551,496)	1,674,983	(1,383,558)
1,211,000	, , -	7010 DH - Elect Internal	625,933	444,756	(181,177)	1,241,275	0
260,000 6,906,000		7040 Whole House Improvements 7070 Kitchen Upgrades	338,544 3,479,007	250,293 3,279,400	(88,251) (199,607)	832,310 7,475,060	0 500,000
2,288,000		7080 Bathroom Upgrades	1,155,471	1,139,572	(15,899)	2,410,880	100,000
350,000	,	7100 Boilers - Communal	126,507	29,378	(97,129)	608,750	0
3,592,000	, ,	7110 Boilers - Domestic	1,772,530	1,834,777	62,247	4,053,880	0
820,000 3,000,000		7150 Insulation 7200 Windows - Programme	369,643 1,044,956	281,066 686,867	(88,577) (358,089)	1,101,875 2,964,000	(1,000,262)
458,000		7280 Composite Doors	191,867	106,258	(85,609)	1,180,582	718,000
250,000		7300 Comm Safe - DES	21,000	2,390	(18,610)	31,000	(220,000)
900,000		7520 PM - Roofing	799,164	72,982	(726,182)	1,719,556	396,272 0
1,200,000 6.000.000		7530 Boundary Walls & Access Gates 7540 PM - Structural	353,485 3,877,224	234,844 946,923	(118,641) (2,930,301)	1,560,547 5,225,000	(2,051,000)
100,000		7550 Vehicle Hardstanding	51,812	1,447	(50,365)	104,000	(2,001,000)
250,000	,	7580 PM - Lifts	48,809	135,264	86,455	175,000	(150,000)
250,000 1,000,000		7590 Concrete footpaths, rams, etc. 7600 Dis Ad - Misc	125,536 502,375	28,561 322,110	(96,975) (180,265)	253,750 1,050,000	0 35,648
200,000	, ,	7630 Dis Ad - Misc 7630 Dis Ad - Stairlifts	101,434	101,838	(180,285)	210,000	35,048 0
40,000	- /	7670 Housing SIL Scooter Stores	26,953	0	(26,953)	42,000	Ő
0		7680 Dis Ad - Comms	0	350	350	0	0
0 550.000		7900 Capitalised Salaries 7950 Other - Communal Bin Stores	0 404.430	0 239,209	0 (165,221)	0 544,860	0 (535,385)
<b>29.625.000</b>	, , -	Subtotal Neighbourhood Housing	<b>15,416,680</b>	10,138,286	(103,221) (5,278,394)	32,784,325	(333,383) (2,206,727)
0		6003 Private Sector - General	13,410,000	130	(3,270,334)	<b>52,704,525</b> 0	(2,200,727)
246,000	-	6011 Minor Works Grant	320,000	1,273	(318,727)	640,000	0
100,000	,	6012 Empty Homes Grant	50,000	4,099	(45,901)	168,606	0
0		6014 Discretionary Assistance	0	525	525	1,049	1,049
500,000		6018 Disabled Facilities Grant	250,000	172,934 0	(77,066) (180,000)	570,246 360,000	0 0
360,000 0		6019 Capital Grants to Housing 6029 Small Adaptation Grants	180,000 0	15,222	(180,000) 15,222	360,000	0
0		6030 Home Improvement Loans	0	54,880	54,880	0	0
0	250,000	7960 Demolition & Site Maintenance	125,000	25,123	(99,877)	250,000	0
1,206,000	1,988,852	Subtotal Strategic Housing	925,000	274,186	(650,814)	1,989,901	1,049
34,222,000	40,038,445	Total Housing Capital Programme	17,241,251	10,760,547	(6,480,704)	36,449,209	(3,589,236)